



**Animal Shelter Advisory Committee
April 11, 2012 6:00 p.m. to 7:30 pm
Minutes**

1. A meeting of the Animal Shelter Advisory Committee was held at the Conference Room at the Animal Services and was called to order at 6:07pm

Board Member A.S.A.C.	Present	Absent
Dr. Roger Freund	X	
Yolanda Giner		X
Patricia Gonzalez	X	
Charlie Hooten	X	
Betty Hoover	X	
Linda Krasowski	X	
Rene Leon		X
Rep. Ann Morgan-Lilly	X	
Robert Melson	X	
Janice Nutt	X	
Eddie Sandoval	X	

Environmental Services Staff present: Ellen Smyth, Kurt Fenstermacher, Larry Brunt, Sandra Pellegrini, and Trenda Rocha

Public present: Virginia Hooten, Ken Okada, Spring Okada, Connie Jimenez, Marcia Margherio, Terry Dunavant and Michael Lausen

2. Discussion and action on election for Chair and Vice-Chair

Motion made by Janice Nutt and seconded by Betty Hoover to nominate Charlie Hooten as Chairperson of A.S.A.C. Bob Melson moves to close nominations. Motion passes.

Ayes: Linda Krasowski, Janice Nutt, Robert Melson, Patricia Gonzalez, Eddie Sandoval, Representative Ann Lilly, Dr. Roger Freund, and Betty Hoover

Nays: None

Mr. Hooten moves that the committee needs a vice-chairperson.

Motion made by Janice Nutt to nominate Betty Hoover; Bob Melson moves to close the nominations and Linda Krasowski seconds the motions. Motion passes.

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susie Byrd

District 3
Enima Acosta

District 4
Carl L. Robinson

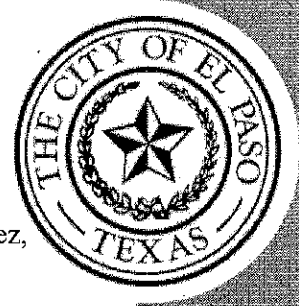
District 5
Dr. Michael R. Noe

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Cortney Carlisle Niland

City Manager
Joyce A. Wilson



Ayes: Linda Krasowski, Janice Nutt, Robert Melson, Patricia Gonzalez, Eddie Sandoval, Representative Ann Lilly, and Dr. Roger Freund

Nays: None

3. Discussion and training on Texas Open Meetings Act

Item three is brought from Josette Flores from City legal of a brief summary of Texas Open Meetings rules, laws and questions. Ms. Flores gives information on the need and structure of open meetings items of note are:

- Items must pertain to the agenda only
- Items must be posted in a 72 hour window
- The meeting and its information is to communicate what goes on in the meeting and what is voted on
- Social Media is not a preferred use in meetings
- Executive sessions are used in other settings, other than this committee
- Information discussed is to be done so only in the meeting
- Public discussions are for the public comments only
- A sub-committee is just that, a subcommittee, not the committee. Their discussions may be away from the general meeting. Then brought into the general meeting on the agenda for discussion with the board.
- Information in the minutes is usually limited to what was done, a vote on the information and the result. Long detailed information is not needed.
- There must be a quorum to hold the meeting on the agenda items.

4. Discussion on the approval of Combined ASAC March 14th minutes

Chair Hooten made some corrections to the March 14th minutes.

Motion made by Ms. Hoover to accept the March 14th minutes with the corrections and Mr. Melson seconded the motion. Motion passed.

Ayes: Linda Krasowski, Janice Nutt, Robert Melson, Patricia Gonzalez, Eddie Sandoval, Representative Ann Lilly, Dr. Roger Freund and Betty Hoover

Nays: None

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5. Discussion on sub-committees
 - a. Job description

Mr. Fenstermacher presents a guide of the sub-committees. The group is asked to look the information over make corrections and get the information back to Trendera Rocha for final polish and posting. There are various lesser discussions of cost, personal changes in the sub-committees and further explanations of the individual sub-committee.

- b. Discussion and action on Sub-committees' Chairperson

Chairpersons are set as:

- Education / Outreach: Bob Melson chairperson (interim)
- Foster Program: Connie Jimenez chairperson, Janice Nutt vice-chairperson (add Linda Krasowski to the sub-committee)
- Feral Cat Management: Regina Wagner chairperson, Dr. Okada vice- chairperson
- Responsible Pet Ownership: Loretta Hyde chairperson , Janice Nutt vice-chairperson
- Inter-agencies: Eddie de Castro chairperson, Bob Melson vice-chairperson.

The chairperson is to notify the members of the actions needed accomplished by the sub-committee and report back to A.S.A.C.

Motion made by Ms. Hoover to accept the nominations of Chairpersons for each sub-committee and seconded by Mr. Melson. Motion passed.

Ayes: Linda Krasowski, Janice Nutt, Robert Melson, Patricia Gonzalez, Eddie Sandoval, Representative Ann Lilly, Dr. Roger Freund and Betty Hoover

Nays: None

6. Discussion and action of top priorities for each sub-committee

It is agreed that the sub-committee will bring top priorities to the next meeting and discussed.

Motion made by Ms. Hoover to use the function of sub-committee as a template and to pick three priority topics and bring back to ASAC and Mr. Melson seconded. Motion passed

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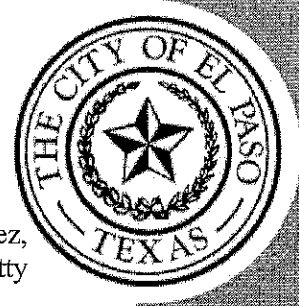
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Dr. Michel R. Nor

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Steve Ortega

District 8
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Ayes: Linda Krasowski, Janice Nutt, Robert Melson, Patricia Gonzalez, Eddie Sandoval, Representative Ann Lilly, Dr. Roger Freund and Betty Hoover

Nays: None

7. Discussion on Animal Services statistics

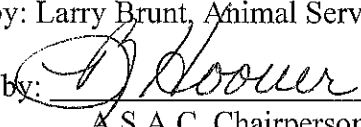
Larry Brunt, Animal Services, explained that the attached statistics from Chameleon are now consolidated into a more meaningful report by the Information Specialist from Environmental Services. Mr. Brunt gave an overview of the stats and their meaning as relating to the requested Title Seven chapter. There is a request of additional information of statistics and Mr. Brunt stated that this information presented is what Title Seven request and for additional information it would need to be requested by being placed on the next agenda.

8. Call to Public

Call to the public has no items other than a request that more information about cruelties be brought forward.

9. Not having any more items of discussion the meeting is adjourned at 7:46 p.m.

Prepared by: Larry Brunt, Animal Services

Approved by: 
A.S.A.C. Chairperson

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